

|  |    |
|--|----|
| Agenda - October 20 2021 BHQA FINAL          | 2  |
| HAND Zoom Meeting Invitation October 20 2021 | 3  |
| 2609-2609.5 S. Kendall Drive                 | 4  |
| 3315 E. Longview Avenue                      | 10 |
| 1304 W. 15th Street                          | 32 |
| 221 E. 9th Street                            | 38 |
| 516-518 S. Woodlawn Avenue                   | 43 |
| 876 E. Sherwood Hills Drive                  | 50 |
| 760 S. Basswood Drive                        | 53 |
| 518 E. 2nd Street                            | 64 |
| 1275 E. Short Street                         | 69 |

**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL LEMON CONFERENCE ROOM  
Zoom Virtual Meeting  
OCTOBER 20, 2021 4:00 P.M.**

**ALL ITEMS ARE ON THE CONSENT AGENDA**

I. **ROLL CALL**

II. **PETITIONS**

- 1) 21-TV-83, **2609-2609 ½ S. Kendall Drive**, Gary Wampler. Request for an extension of time to complete repairs.
- 2) 21-TV-84, **3315 E. Longview Avenue**, Tim Roberts (New Continental Terrace, LLC). Request for an extension of time to complete repairs.
- 3) 21-TV-85, **1304 W. 15<sup>th</sup> Street**, Peter Bartczak. Request for an extension of time to complete repairs.
- 4) 21-TV-86, **221 E. 9<sup>th</sup> Street**, Pavilion Properties, LLC. Request for an extension of time to complete repairs.
- 5) 21-TV-87, **516-518 S. Woodlawn Avenue**, H3 Rentals Inc. Request for an extension of time to complete repairs.
- 6) 21-AA-88, **876 E. Sherwood Hills Drive**, John McCormick. Request for relief from an administrative decision.
- 7) 21-TV-89, **760 S. Basswood Drive**, Laura Connaughton (Robert E. Lee). Request for an extension of time to complete repairs.
- 8) 21-TV-90, **518 E. 2<sup>nd</sup> Street**, Chickering Rentals. Request for an extension of time to complete repairs.
- 9) 21-TV-91, **1275 E. Short Street**, Victor Varela (Naomi Posner-Horie). Request for an extension of time to complete repairs.

III. **GENERAL DISCUSSION**

IV. **PUBLIC COMMENT**

V. **ADJOURNMENT**

**Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or e-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov).**

HAND Staff is inviting you to a scheduled Zoom meeting.

Topic: Board of Housing Quality Appeals Meeting

Time: Oct 20, 2021 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bloomington.zoom.us/j/93193636060?pwd=S0NyRC9zajFkNFhzSU1aNzVsbUpQUT09>

Meeting ID: 931 9363 6060

Passcode: 088348

One tap mobile

+19292056099,,93193636060# US (New York)

+13017158592,,93193636060# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 931 9363 6060

Find your local number: <https://bloomington.zoom.us/j/kemL5j86py>



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-83

Address: 2609 & 2609 ½ S. Kendall Dr.

Petitioner: Gary Wampler

Inspector: Maria McCormick

Staff Report: March 29, 2021 Completed Cycle Inspection  
June 14, 2021 Re-Inspection scheduled for 7-15-21  
July 14, 2021 Re-scheduled re-inspection for 8-10-21  
August 10, 2021 Completed re-inspection  
August 23, 2021 Received BHQA application

There are several remaining violations listed on the Remaining Violations report the petitioner is requesting an extension of time to complete the remaining repairs.

Staff Recommendation: Grant the extension of time.

Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action, including, but not limited to, the possibility of fines.

Compliance Deadline: November 1, 2021

Attachments: Application for Appeal; Remaining Violations Report



Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

RECEIVED  
AUG 23 2021

BY: .....

Property Address: 2609 2609 1/2 S. Kendall Dr.

Petitioner's Name: Gary Wampler

Address: PO Box 2124

City: Bigt. State: IN Zip Code: 47402

Phone Number: 812-327-5556 E-mail Address: N/A

Owner's Name: Same as above

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Occupants: \_\_\_\_\_

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Identify the variance type that you are requesting from the following drop down menu:**

Variance Type: Extension of Time

Reminder:  
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)  
Petition Number: 21-TV-83

MM

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

Need an extension of time to complete the remaining repairs listed on the Remaining Violations report dated 8/17/2021. Would like until October 31.

Signature (Required): Tracy Wampler

Name (Print): Tracy Wampler

Date: 8.23.2021

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



City Of Bloomington  
Housing and Neighborhood Development

REMAINING VIOLATION INSPECTION REPORT

AUG 17 2021

6747

Owner(s)

Gary C. Wampler  
P.O. Box 2124  
Bloomington, IN 47402

Prop. Location: 2609 1/2 S Kendall DR

Number of Units/Structures: 2/2

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 2609: 1/2/3, Bld 2609 1/2: 1/2/3

Date Inspected: 03/29/2021

Primary Heat Source: Gas

Property Zoning: R2

Number of Stories: 1

Landlord Has Affidavit: N/A

Inspector: McCormick/Council

Foundation Type: Other

Attic Access: No

Accessory Structure: None

**REINSPECTION REQUIRED**

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under BMC 16.10.040

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

**This unit (2609) has 2 approved sleeping rooms. During the cycle inspection, conditions were noted that indicate that this property may be in violation of Bloomington Municipal Code Title 20 with regard to sleeping rooms and density. This unit needs to be brought into compliance with Title 20 within sixty (60) days from the date of this inspection to avoid possible legal action by the City of Bloomington Legal Department. *The City's Planning Department will be the Department which decides whether or not a violation of Title 20 has occurred and whether or not any violation of Title 20 has been remedied.* For more information, please contact the Planning Department at 349-3423. Please note that the City of Bloomington Housing and Neighborhood Development Department will not issue a residential rental occupancy permit for any property that is not compliance with Title 20 of the Bloomington Municipal Code.**

City Hall  
Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

401 N Morton St  
<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582

CL

**INTERIOR:**

2609 –

West Bedroom:

Properly secure the ceiling panels. BMC 16.04.060(a)

Repair or replace the south window to function as intended. BMC 16.04.060(a)

Kitchen:

Repair or replace the damaged and missing cabinets. BMC 16.04.060(a)

Repair or replace the dishwasher. Missing front panel. BMC 16.04.060(a)

Hallway/Laundry Area:

Repair or replace the furnace to function as intended. It currently is inoperable. BMC 16.04.060(c)

East Bathroom:

Properly repair floor. This includes but is not limited to replacing or repairing damaged or deteriorated floor covering, decking and structural members. BMC 16.04.060(a)

East Bedroom:

Repair or replace door knob/lock assembly in a manner so that it functions as intended. BMC 16.04.060(a)

Stairway:

Remove and replace all wet and molded drywall, insulation and plywood. BMC 16.04.060(a)

2609 ½ –

West Utility Room:

Properly repair floor. This includes but is not limited to replacing or repairing damaged or deteriorated floor covering, decking and structural members. BMC 16.04.060(a)

Kitchen:

Repair or replace the exhaust fan cover to function as intended. BMC 16.04.060(a)

Remove the vines growing through the window above the sink. BMC 16.04.060(a)

**EXTERIOR:**

2609 –

Repair or replace the retaining wall along the north side of the basement to be plumb. BMC 16.04.040(a)

Power-wash or otherwise remove all mold and mildew on the siding of the structure. Exterior surfaces on residential rental units and their accessory structures shall be maintained free of mold. BMC 16.04.050(f)

Repair the loose soffit on the south side of the structure. BMC 16.04.050(a)

Repair or replace the storm door on the SW side of the structure. BMC 16.04.050(a)

Replace the missing downspouts. BMC 16.04.050(a)



2609 1/2 -

Power-wash or otherwise remove all mold and mildew on the siding of the structure. Exterior surfaces on residential rental units and their accessory structures shall be maintained free of mold.  
BMC 16.04.050(f)

**OTHER REQUIREMENTS:**

**Furnace Inspection Documentation:**

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)  
Acceptable level in a living space: 9 ppm  
Maximum concentration for flue products: 50 ppm  
BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b)

**Inventory Damage List:**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021  
Petition Type: An extension of time to complete repairs.  
Petition Number: 21-TV-84  
Address: 3315 E. Longview Ave.  
Petitioner: Timothy Roberts  
Inspector: M. McCormick/M. Arnold  
Staff Report: June 8, 2021 Completed Cycle Inspection  
September 9, 2021 Received BHQA application  
September 11, 2021 60 day compliance deadline

There were several violations noted on the cycle report. The petitioner is requesting an extension of time to complete repairs until January 31, 2022. Due to the number of complaint inspections since the cycle and the number of violations on the cycle report staff is recommending that all life safety and basic habitability items listed in italics on the report shall have an earlier compliance deadline.

Staff Recommendation: Grant the extension of time.

Conditions: Complete all repairs and schedule for re-inspection no later than the deadlines stated below, or this case will be turned over to the City of Bloomington Legal Department for further action, including, but not limited to, the possibility of fines.

Compliance Deadline: October 29, 2021 – All items in italics on the report.  
December 31, 2021 – All other items.

Attachments: Application for Appeal; Cycle Inspection Report



Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

RECEIVED  
SEP 03 2021  
BY: .....

*perical*

Property Address: 3315 E. Longview Ave Bloomington, IN 47408

Petitioner's Name: Timothy Roberts

Address: 3296 S. Walnut Springs Drive

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: (812) 822-1231 E-mail Address: TRoberts@birgeandheld.com

Owner's Name: New Contiriental Terrace LLC

Address: 3296 S. Walnut Springs Drive

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: 812-822-1231 E-mail Address: TRoberts@birgeandheld.com

Occupants:

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Identify the variance type that you are requesting from the following drop down menu:**

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:  
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

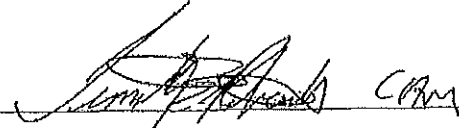
(Will be assigned by BHQA)  
Petition Number: 21-TV-84

*MM*

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

The buildings that compose the community known as "Continental Terrace", which is the property that this request is regarding, are circa 1960's structures that have undergone extensive upgrades during the two and a half years that we have owned and operated them. The age of the structures, also makes repairs a bit more difficult, and specialty parts are often necessary to complete work there. Our maintenance team is also responsible for 4 other communities in Monroe County, and since several of them are "student marketed properties", which have experienced many move outs and move ins this summer, we're simply not going to have the staff available to complete the list of items that is included in the inspections in time to meet the current deadline. Contractors are also "booked" several weeks out, due to the backlog of work from student properties, as well as multiple projects from last year, that were placed "on hold". Finally, the interruption in manufacturing last year, due to shutdown responses to the Covid19 virus, has resulted in supply chain issues, for many supplies and parts that are needed in our industry. To ensure that we have adequate time to professionally address and complete the requirements of the inspection, we are requesting an extension of time from the current 10-September-2021 deadline, to 31-January-2022.

Signature (Required): 

Name (Print): Timothy E. Roberts - com Date: 8/12/21

**Important information regarding this application format:**

1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

**Print Form**



**City Of Bloomington  
Housing and Neighborhood Development**

RENTAL INSPECTION INFORMATION

Birge & Held  
8902 N Meridian St Suite 205  
Indianapolis, IN 49260

RE: 3315 E Longview AVE

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than \_\_\_\_\_ to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420 and forms will be provided.**

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing & Neighborhood Development  
Encl:Inspection Report,  
Xc:Barbie Roberts: 321 S Walnut Street, Bloomington, IN 47401

|   |  |  |
|---|--|--|
| <p>City Hall<br/>Email: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a><br/>Neighborhood Division (812) 349-3421</p> | <p>401 N Morton St<br/><a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a><br/>Housing Division (812) 349-3401</p> | <p>Bloomington, IN 47404<br/>Rental Inspection (812) 349-3420<br/>Fax (812) 349-3582</p> |
|---|--|--|



**City Of Bloomington  
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

1308

Owner(s)

Birge & Held  
8902 N Meridian St Suite 205  
Indianapolis, IN 49260

Agent

Barbie Roberts  
321 S Walnut Street  
Bloomington, IN 47401

Prop. Location: 3315 E Longview AVE  
Number of Units/Structures: 78/3  
Units/Bedrooms/Max # of Occupants: Bld 1: Bld A: 22/2/5, Bld B: 34/2/5, Bld C: 22/2/5

Date Inspected: 06/08/2021  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2  
Inspector: Arnold/McCormick/Mosier  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1964. There were no requirements for emergency egress at the time of construction.

Existing egress window measurements:

|                             |                             |
|-----------------------------|-----------------------------|
| Height: 31 inches           | Height: 31 inches           |
| Width: 30 ½ inches          | Width: 24 ½ inches          |
| Sill Height: 47 inches      | Sill Height: 47 inches      |
| Openable Area: 6.57 sq. ft. | Openable Area: 5.27 sq. ft. |

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Note: Room inventory and dimensions are in the file. Only rooms with violations will be listed in this report.

## INTERIOR:

### West Building (#1)

#### Unit 1 –

##### Kitchen:

*Repair the failing dishwasher to function as intended. BMC 16.04.060 (c)*

##### Hallway:

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

##### Bathroom:

*Secure the loose medicine cabinet to the wall. BMC 16.04.060 (a)*

*Secure the loose toilet to its mountings. BMC 16.04.060 (c)*

*Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, above the tub. BMC 16.04.060(a)*

*Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, adjacent to the tub/shower. BMC 16.04.060(a)*

##### Furnace Closet:

*Repair or replace the closet doors to function as intended. BMC 16.04.060(a)*

##### Right Bedroom:

*Secure the loose receptacle on the south wall. BMC 16.04.060(b)*

#### Unit 2 –

##### Living Room:

*Secure the loose receptacle on the east wall. BMC 16.04.060 (b)*

##### Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

##### Furnace Closet:

*Repair/replace the bi fold door to function as intended. BMC 16.04.060 (a)*

##### Hallway:

*Replace the missing smoke detector. IC22-11-18-3.5*

##### Bathroom:

*Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, above the tub. BMC 16.04.060(a)*

##### Left Bedroom:

*Properly ground the electrical receptacles. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. If GFCI receptacles are installed, label receptacles with the wording "no equipment ground." BMC 16.04.020(a) (5); 2009 IEC Article 406.3(B) Grounding & 2009 IEC Article 406.3 (D) Replacements*

##### Right Bedroom:

*Repair the door to latch properly. BMC 16.04.060 (a)*

**Unit 3 –**

Living Room:

*Remove the broken ground plug in receptacle on the west wall. BMC 16.04.060 (c)*

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

*Repair the left front burner to light as intended. BMC 16.04.060 (c)*

Bathroom:

*Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, east wall. BMC 16.04.060(a)*

**Unit 4 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. . This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Common Hall –**

*Secure all of the loose and or missing handrails in the stairways. BMC 16.04.060 (b)*

**Unit 5 –**

Kitchen:

*Secure the loose and hanging light fixture to the ceiling. BMC 16.04.060 (c)*

Hallway:

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

Bathroom:

*Repair the door to latch properly. BMC 16.04.060 (a)*

Left Bedroom:

*Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, behind the door. BMC 16.04.060(a)*

**Unit 6 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. . This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Common Hall –**

*Secure all of the loose and or missing handrails in the stairways. BMC 16.04.060 (b)*

*Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, west wall adjacent to the laundry room. BMC 16.04.060(a)*

**Unit 7 –**

Kitchen:

*Secure the loose light fixture to the ceiling. BMC 16.04.060 (c)*



**Common Laundry –**

*Secure the loose receptacle and conduit on the north wall. BMC 16.04.060 (b)*

*Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

**Unit 8 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

**Unit 9 –**

No violations noted.

**Unit 10 –**

Furnace Closet:

*Repair the bi fold door to function as intended. BMC 16.04.060 (a)*

Bathroom:

*Repair the west wall adjacent to the tub near ceiling. BMC 16.04.060 (a)*

**Unit 11 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

**Unit 12.–**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

Hallway:

*Determine the source of water infiltrating the floor and the bathroom and make necessary repairs. BMC 16.04.060 (c)*

Furnace Closet:

*Replace the missing knob on the bi-fold door. BMC 16.04.060 (a)*

**Unit 13 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

*Secure the loose receptacle on the south wall between the sink and stove. BMC 16.04.060 (b)*

Hallway:

*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

Left Bedroom:

*Repair the window to latch properly. BMC 16.04.060 (b)*

**Unit 14 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

*Repair the dishwasher to drain properly. BMC 16.04.060 (c)*

Bathroom:

*This room was not accessible at the time of this inspection. This room must be brought into compliance with-in the same 60 day deadline as the remainder of this property. . This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 15 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

*Restore power to the GFCI receptacle between the stove and sink. BMC 16.04.060 (a)*

Bathroom:

*Secure the loose toilet to its mountings. BMC 16.04.060(c)*

Left Bedroom:

*Repair the window to latch properly. BMC 16.04.060 (b)*

Right Bedroom:

*Repair the window to latch properly. BMC 16.04.060 (b)*

**Unit 16 –**

Kitchen:

*Repair/replace the failing dishwasher. BMC 16.04.060 (c)*

Furnace Closet:

*Repair the bi-fold door to function as intended. BMC 16.04.060 (a)*

Bathroom:

*Determine the water leak adjacent to the toilet, and make the necessary repairs. BMC 16.04.060 (c)*

Right Bedroom:

*Replace the missing window screen. BMC 16.04.060 (a)*

**Unit 17 –**

Bathroom:

*Replace the missing door. BMC 16.04.060 (a)*

*Remove the mold above the shower. BMC 16.04.060 (a)*

**Unit 18 –**

Kitchen:

*Repair the garbage disposal to function as intended (it is jammed). BMC 16.04.060(c)*

Hallway:

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

Bathroom:

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, west wall, adjacent to the tub. BMC 16.04.060 BMC 16.04.060(a)

**Common Hall –**

*Secure all of the loose and or missing handrails in the stairways. BMC 16.04.060 (b)*

**Unit 19 –**

Living Room:

Secure the loose receptacle on the north wall. BMC 16.04.060 (b)

**Unit 20 –**

Bathroom:

*Repair the sink drain to function as intended, slow. BMC 16.04.060(c)*

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, west wall above the tub. BMC 16.04.060(a)

**Unit 21 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

*The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks (repair the sink faucet in a manner so that there is adequate water pressure and volume) . BMC 16.04.060(c)*

Bathroom:

Repair the right cabinet door knob to function as intended. BMC 16.04.060 (a)

**Unit 22 –**

Kitchen:

*Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4*

Bathroom:

*Secure the loose toilet to its mountings. BMC 16.04.060 (c)*

*Secure the loose tub diverter assembly. BMC 16.04.060 (c)*

Right Bedroom:

Replace the missing window screen. BMC 16.04.060 (a)

**North Building (#2) –**

**Unit 23 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 24 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 25 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 26 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 27 –**

Left Bedroom:

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)

**Unit 28 –**

*Verify the furnace functions as intended. BMC 16.04.060(c)*

Hallway:

Properly repair and surface coat the crack in the wall. BMC 16.04.060(a) (between bedroom and bathroom doors)

Left Bedroom:

*Repair the outlet to be wired correctly. BMC 16.04.060(b) (tests as hot/neutral reverse wired) (west wall – north outlet)*

**Common Laundry Room –**

*Repair the outlet to be wired correctly. BMC 16.04.060(b) (tests as hot/neutral reverse wired) (north wall)*

**Unit 29 –**

No violations noted

**Unit 30 –**

Bathroom:

*Repair the toilet to eliminate unnecessary water use. BMC 16.04.060(c)*

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**Unit 31 –**

Bathroom:

*Determine the source and eliminate the water leak in the ceiling. BMC 16.04.060(a)*

Properly repair, then clean and surface coat damaged or stained ceiling area. BMC 16.04.060(a)

Hallway:

*Repair or replace the flickering ceiling light. BMC 16.04.060(a)*

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

**Unit 32 –**

Bathroom:

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials.  
BMC 16.04.060(a)

Right Bedroom Room:

Replace the missing/broken outlet cover plate. BMC 16.04.060(a) (south wall)

Hallway:

Secure the thermostat to the wall. BMC 16.04.060(c) (no duct tape)

**Unit 33 –**

Living Room:

Replace the missing/broken outlet cover plate. BMC 16.04.060(a) (south wall)

Hallway:

Replace the missing smoke detector. IC22-11-18-3.5

**Unit 34 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 35 –**

Left Bedroom:

*This room was not inspected at the time of this inspection, as it was not accessible. This room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 36 –**

Living Room:

Repair the deadbolt to function as intended. BMC 16.04.060(c) (does not work from the outside)

Hallway:

Provide operating power to the smoke detector. IC 22-11-18-3,5

**Unit 37 –**

Kitchen:

Repair the garbage disposal to function as intended. BMC 16.04.060(c)

Hallway:

Provide operating power to the smoke detector. IC 22-11-18-3,5

Right Bedroom:

Properly repair and surface coat the hole in the wall. BMC 16.04.060(a) (under the light switch)

**Common Hallway –**

Secure the guardrail to the wall. BMC 16.04.060(b) (outside unit 38)

**Unit 38 –**  
No violations noted

**Unit 39 –**  
Bathroom:  
Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**Unit 40 –**  
No violations noted

**Unit 41 –**  
Living Room:  
*Replace the missing smoke detector. IC22-11-18-3.5*

**Unit 42 –**  
Hallway:  
*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

**Unit 43 –**  
No violations noted

**Unit 44 –**  
Dining Room:  
*Replace the missing/broken outlet cover plate. BMC 16.04.060(a) (south wall)*

Kitchen:  
*Replace the missing/broken outlet cover plate. BMC 16.04.060(a) (below the breaker box)*

Left Bedroom:  
*Eliminate the hasp lock from the door. Bedroom door shall be openable from the inside without the use of a key, tools or special knowledge. BMC 16.04.060(b)*

**Unit 45 –**  
*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Common Laundry Room –**  
Repair/replace the door to the utility room, BMC 16.04.060(a)

**Unit 46 –**  
Kitchen:  
*Eliminate the source of the water leak behind the refrigerator. BMC 16.04.060(c)*  
  
*Verify the stove functions as intended. BMC 16.04.060(c)*

Bathroom:  
Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**Unit 47 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 48 –**

No violations noted

**Common Hallway –**

*Replace the handrail on the third level flight of stairs. BMC 16.04.060(b)*

**Unit 49 –**

Hallway:

*Provide operating power to the smoke detector. IC 22-11-18-3.5*

**Unit 50 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 51 –**

Living Room:

*Replace the missing/broken outlet cover plate. BMC 16.04.060(b) (adjacent to the entry door)*

Kitchen:

*Verify the dishwasher functions as intended. BMC 16.04.060(c) (tenant indicated it leaks)*

Bathroom:

*Eliminate the source of the leak then properly repair and surface coat the damaged portions of the walls and ceiling. BMC 16.04.060(c) (above the shower head)*

Right Bedroom:

*Repair the closet doors to function as intended. BMC 16.04.060(a)*

**Unit 52 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 53 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 54 –**

Bathroom:

*Eliminate the leak from the sink drain pipes. BMC 16.04.060(b)*

*Repair or replace the toilet to function as intended. BMC 16.04.060(b)*

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

*Properly secure the ceiling exhaust fan. BMC 16.04.060(a)*

Hallway:

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

**Unit 55 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 56 –**

Living Room:

Replace the missing front cover for the wall AC unit. BMC 16.04.060(a)

Right Bedroom:

*This room was not accessible at the time of this inspection. This room must be brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

Bathroom:

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

Repair or replace the broken towel bar. BMC 16.04.060(a)

**Unit 57 –**

Living Room:

Replace the damaged and deteriorated drywall and trim around the wall AC unit. BMC 16.04.060(a)

Kitchen:

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

Bathroom:

*Repair or replace the toilet to function as intended. BMC 16.04.060(b)*

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

*Properly remove all mold and mildew from the walls and ceiling. BMC 16.04.060(a)*



Secure the loose trim around the exhaust fan. BMC 16.04.060(a)

Replace the damaged and deteriorated shower surround. BMC 16.04.060(a)

*Replace the broken tub faucet and shower head. BMC 16.04.060(c)*

**Common Hallway –**

*Replace the missing protective cover for the light fixture. BMC 16.04.060(c)*

**Unit 58 –**

Hallway:

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

Repair or replace the furnace closet doors to function as intended. BMC 16.04.060(a)

Bathroom:

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

*Properly re-set the toilet so that it is installed correctly. BMC 16.04.060(b)*

Remove the old and deteriorated caulking in the shower surround and properly re-caulk. BMC 16.04.060(a)

**Unit 59 –**

Kitchen:

Repair the damaged drywall above where the countertop meets the wall. BMC 16.04.060(a)

Hallway:

*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

Bathroom:

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

**Unit 60 –**

Kitchen:

*Repair garbage disposal to function as intended. BMC 16.04.060(c)*

Repair the damaged drywall above where the countertop meets the wall. BMC 16.04.060(a)

Hallway:

*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

Bathroom:

*Eliminate the leak in the ceiling then properly repair the damaged drywall. BMC 16.04.060(a)*

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

*Secure toilet to its mountings. BMC 16.04.060(c)*

Remove the old and deteriorated caulking in the shower surround and properly re-caulk. BMC 16.04.060(a)

**Common Hallway –**

*Replace the missing protective cover for the light fixture. BMC 16.04.060(c)*

**Unit 61 –**

Hallway:

*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

**Unit 62 –**

Living Room:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Dining Room:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Bathroom:

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Remove the duct tape and properly secure the ceiling exhaust fan. BMC 16.04.060(a)

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

Right Bedroom:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Hallway:

*Replace the missing smoke detector. IC22-11-18-3.5*

**Common Hallway -**

Replace the light fixture to function as intended. BMC 16.04.060(b)

**Unit 63 –**

Living Room:

*Repair or replace the wall ac unit to function as intended. It is not blowing cold air and the*

*temperature control knob is missing. BMC 16.04.060(b)*

**Bathroom:**

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

*Secure the ceiling exhaust fan. BMC 16.04.060(a)*

Remove the old and deteriorated caulking in the shower surround and properly re-caulk. BMC 16.04.060(a)

**Unit 64 –**

**Bathroom:**

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Properly remove all mold and mildew from the walls and ceiling. BMC 16.04.060(a)

*Replace the tub faucet and shower head to function as intended. BMC 16.04.060(b)*

**Unit 65 –**

**Living Room:**

*Replace the deadbolt to function as intended. BMC 16.04.060(b)*

*Repair or replace lock on window so that it functions as intended. BMC 16.04.060(b)*

**Right Bedroom:**

*Repair or replace lock on window so that it functions as intended. BMC 16.04.060(b)*

**Left Bedroom:**

*Repair or replace lock on window so that it functions as intended. BMC 16.04.060(b)*

**Bathroom:**

Properly repair the deteriorated drywall adjacent to the front of the tub. BMC 16.04.060(a)

**Unit 66 –**

**Hallway:**

*Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5*

**Bathroom:**

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

*Repair or replace the toilet to flush as intended. BMC 16.04.060(b)*

**Unit 67 –**

**Bathroom:**

*Repair or replace the toilet to flush as intended. BMC 16.04.060(b)*

Secure the ceiling exhaust fan. BMC 16.04.060(a)

*Repair or replace the tub faucet to eliminate the leak. BMC 16.04.060(a)*

**Unit 68 –**

*This unit was not inspected at the time of this inspection, as it was gutted. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Common Laundry –**

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

*Properly remove all mold and mildew from the walls and ceiling. BMC 16.04.060(a)*

*Replace the missing electrical receptacle cover plate behind the dryers. BMC 16.04.060(b)*

**Storage Room –**

*Verify there are no leaks in the ceiling. BMC 16.04.060(a)*

**Unit 69 –**

**Kitchen:**

*Repair or replace the dishwasher to function as intended. BMC 16.04.060(a)*

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

**Dining Room:**

Repair the hole in the drywall. BMC 16.04.060(a)

**Bathroom:**

Replace the damaged and deteriorated shower surround. BMC 16.04.060(a)

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

*Properly secure the loose light switch/ receptacle. BMC 16.04.060(b)*

**Hallway:**

*The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5*

**Unit 70 –**

**Kitchen:**

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Properly repair the damaged drywall behind the sink. BMC 16.04.060(a)

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

Left Bedroom:

Repair or replace the door to latch as intended. BMC 16.04.060(a)

Bathroom:

*Repair the toilet to function as intended and eliminate the excessive running water. BMC 16.04.060(b)*

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Properly caulk the countertop where it meets the wall behind the sink to eliminate water infiltration. BMC 16.04.060(a)

Properly repair the deteriorated drywall adjacent to the front of the tub. BMC 16.04.060(a)

Replace the damaged door jamb. BMC 16.04.060(a)

*Repair or replace the door to latch as intended. BMC 16.04.060(a)*

**Unit 71 –**

Kitchen:

*Repair or replace the dishwasher to function as intended. BMC 16.04.060(a)*

Bathroom:

*Replace the damaged door. BMC 16.04.060(a)*

*Replace the tub faucet to eliminate the water leak. BMC 16.04.060(b)*

Repair the surface of the ceiling and the walls to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

*Replace the toilet tank lid with one that is properly sized for the toilet. BMC 16.04.060(c)*

Remove the deteriorated caulking from the shower surround and properly re-caulk. BMC 16.04.060(a)

Replace the damaged drywall above the shower surround. BMC 16.04.060(a)

Properly secure the wall medicine cabinet. BMC 16.04.060(a)

**Unit 72 –**

*This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. This applies even if the tenants do not have access to this area of the property. BMC 16.03.040*

**Unit 73 –**

No violations noted

**Unit 74 –**

Left Bedroom:

*Repair window to latch securely. BMC 16.04.060(b)*

**Unit 75 –**  
No violations noted

**Unit 76 –**  
Right Bedroom:  
*Repair the door to close and latch as intended. BMC 16.04.060(a)*

Left Bedroom:  
*Repair window to latch securely. BMC 16.04.060(b)*

**Unit 77 –**  
Left Bedroom:  
Repair the veneer on the entry door or replace the door. BMC 16.04.060(a)

Right Bedroom:  
*Replace the missing/broken outlet cover plate. BMC 16.04.060(a) (south wall)*

**Unit 78 –**  
Kitchen:  
Properly re-caulk around the countertop to eliminate water infiltration. BMC 16.04.060(a)

Bathroom:  
Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

Hallway:  
*Install/replace batteries in smoke detectors so that they function as intended. IC 22-11-18-3.5*

**Attic –**  
North Building (#2):  
Verify the attic is secure and no animals are gaining access. Clean and sanitize as necessary. BMC 16.04.060(a) (tenant complaint)

### **EXTERIOR:**

Replace the missing drain grate between the North and East Buildings to eliminate the trip hazard. BMC 16.04.040(a)

*Properly repair or replace damaged/deteriorated soffit/fascia in a manner that seals all openings and eliminates the entrance of rodents. BMC 16.04.050(a)*

Properly secure the gutter downspout in the center of the East building. BMC 16.04.050(a)

*Repair or replace the sidewalk drain cover in front of the east building to eliminate the trip hazard. BMC 16.04.040(a)*

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)

**OTHER REQUIREMENTS:**

**Furnace Inspection Documentation:**

*Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:*

*Desired level: 0 parts per million (ppm)  
Acceptable level in a living space: 9 ppm  
Maximum concentration for flue products: 50 ppm  
BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b)*

**Inventory Damage List:**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)**

---

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-85  
Address: 1304 W 15<sup>th</sup> St  
Petitioner: Peter Bartozak  
Inspector: Chastina Chipman  
Staff Report: June 1, 2021 Completed cycle inspection  
July 7, 2021 Sent Cycle report  
July 16, 2021 Receive Cycle Report return mail  
July 26, 2021 Sent Cycle Report to new address  
September 7, 2021 Received BHQA application

During the Cycle Inspection the following items were noted. Properly ground electrical receptacles, missing smoke detectors, a missing door, trimming trees, and other repairs.

Staff recommendation: Grant an extension of time  
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.  
Compliance Deadline: November 3, 2021 All Remaining Violations  
Attachments: Cycle Report, Application





**RECEIVED**  
 SEP 07 2021  
 BY: .....

Application for Appeal  
 To The  
 Board of Housing Quality Appeals  
 P.O. Box 100  
 Bloomington, IN 47402  
 812-349-3420  
hand@bloomington.in.gov

Property Address: 1304 W 15 ST  
 Petitioner's Name: PETER BARTCZAK  
 Address: P.O. BOX 3418  
 City: BLOOMINGTON State: IN Zip Code: 47402  
 Phone Number: 812 320 3623 Email Address: peterbartczak1945@gmail.com  
 Property Owner's Name: PETER BARTCZAK  
 Address: P.O. BOX 3418  
 City: BLOOMINGTON State: IN Zip Code: 47402  
 Phone Number: 812 320 3623 Email Address: peterbartczak.1945@gmail.com  
 Occupants: RETIRE

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Residential Rental Unit and Lodging Establishment Inspection Program (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
 Petition Number 21-TV-85

SEE REVERSE

cc



**City Of Bloomington**  
**Housing and Neighborhood Development**

**JUL 07 2021**

**RENTAL INSPECTION INFORMATION**

Bartczak, Peter A.  
P.O. Box 3418  
Bloomington, IN 47402

RE: 1304 W 15th ST

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **SEP 05 2021** to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420 and forms will be provided.**

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,  
Housing & Neighborhood Development  
Encl: Inspection Report,

---

City Hall  
Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

---

401 N Morton St  
<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

---

Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582



City Of Bloomington  
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

7461

Owner(s)

Bartczak, Peter A.  
P.O. Box 3418  
Bloomington, IN 47402

Prop. Location: 1304 W 15th ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/3

Date Inspected: 06/01/2021  
Primary Heat Source: Electric  
Property Zoning: R2  
Number of Stories: 1

Inspector: Chastina Chipman  
Foundation Type: Other  
Attic Access: No  
Accessory Structure: Garage

Monroe County Assessor's records indicate this structure was built in 1974.  
It met the requirements of the Manufactured Housing Code at the time of construction.

INTERIOR:

Kitchen (12-0 x 9-0):

No violations noted.

Living room (12-0 x 15-0):

Properly ground the electrical receptacles. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. If GFCI receptacles are installed, label receptacles with the wording "no equipment ground." BMC 16.04.020(a) (5); 2009 IEC Article 406.3(B) Grounding & 2009 IEC Article 406.3 (D) Replacements

Replace the missing electrical outlet cover plate on the south wall. BMC 16.04.060 (b)

Hallway:

No violations noted.

**N bedroom (7-0 x 7-6):**

Replace the missing smoke detector. IC22-11-18-3.5

Existing Egress Window Measurements:

Height: 14 inches

Width: 27 inches

Sill Height: 31 inches

Openable Area: 2.62 sq. ft.

**Note: These measurements are for reference only.**

**Bathroom:**

Properly remove the mold from the ceiling above the toilet. BMC 16.04.060 (a)

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**S Bedroom (12-0 x 9-0): The window measurements are the same as noted above.**

Replace the missing door. BMC 16.04.060 (a)

Replace the missing smoke detector. IC22-11-18-3.5

Properly secure the ceiling above the closet. BMC 16.04.060 (a)

Windows shall be easily and fully openable and **shall remain fully open** using hardware that is part of the window. BMC 16.04.060(b)

Secure the loose electrical outlet on the north wall. BMC 16.04.060 (a)

**EXTERIOR**

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)

Clean debris from the roof, gutters and downspouts. BMC 16.04.050(a)

Replace the missing protective cover for the light fixture on the porch. BMC 16.04.060(c)

**Garage:**

Repair the damaged siding on the west side. BMC 16.04.050 (a)

Repair the electric to the light switch and outlet adjacent to the door. BMC 16.04.060 (a)

**Thoroughly clean and service the wood stove.** Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b)

**OTHER REQUIREMENTS**

**Registration Form**

Complete the enclosed registration form. A street address is required for both owner and agent. **This form must be signed by the owner. If this form is not provided to the HAND department by the compliance deadline and the matter is referred to the Legal Department a fine of \$25 will be assessed.**  
**BMC 16.03.020, BMC 16.10.030(b)**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-086

Address: 221 E 9<sup>th</sup> St

Petitioner: GMS – Pavilion Properties, LLC

Inspector: Michael Arnold

Staff Report: June 6, 2020 Cycle Inspection Scheduled  
 September 15, 2020 Cycle Inspection  
 September 25, 2020 Sent Report  
 November 18, 2020 Reinspection Scheduled  
 January 19, 2021 Reinspection Completed  
 January 29, 2021 Issued Temporary Permit  
 July 30, 2021 Mailed Exterior Extension Reminder  
 September 13, 2021 Received BHQA Application

Petitioner is requesting additional time to complete the exterior painting for the structure. Petitioner states the painting contractor has been delayed due to Covid-19.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 20, 2021

Attachments: Exterior Extension Reminder, Application

44



Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

**RECEIVED**  
SEP 13 2021

BY: .....  
*pd.*

Property Address: 221 E 9th Street

Petitioner's Name: GMS- Pavilion Properties, LLC

Address: 112 E 3rd Street

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: 8123332332 E-mail Address: info@pavprop.com, alex@pavprop.com

Owner's Name: GMS-Pavillon Properties, LLC

Address: 112 E 3rd Street

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: 8123332332 E-mail Address: info@pavprop.com, alex@pavprop.com

Occupants:

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:  
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)  
Petition Number: 21-TV-86

*MA*

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

A. Scrape & Paint Exterior

1. Extension needed due to paint contractor crew coming down with COVID, requesting a 30 day extension to allow their team to recover from COVID & be back at work

Signature (Required): Alexandria Legge

Name (Print): Alexandria Legge- Property Manager

Date: 9/13/21

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.







**City Of Bloomington**  
**Housing and Neighborhood Development**

EXTERIOR EXTENSION REMINDER INSPECTION REPORT

2754

Owner(s)

Gms Enterprises  
 112 E. 3rd St.  
 Bloomington, IN 47401

Agent

Mark A. Hoffman  
 112 E. 3rd St.  
 Bloomington, IN 47401

Prop. Location: 221 E 9th ST  
 Number of Units/Structures: 1/1  
 Units/Bedrooms/Max # of Occupants: Bld 1: 1/6/5

Date Inspected: 09/19/2020  
 Primary Heat Source: Gas  
 Property Zoning: RM  
 Number of Stories: 2  
 Landlord Has Affidavit: N/A

Inspector: Mike Arnold  
 Foundation Type: Basement  
 Attic Access: No  
 Accessory Structure: none

**This report is your reminder from the Housing and Neighborhood Development Office that this rental property is operating under a Temporary Permit that expires on 09/15/2021.**

If you have made all of the repairs on this report, contact our office immediately to schedule the required drive-by re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.10.030 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

---

City Hall

---

Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
 Neighborhood Division (812) 349-3421

---

401 N Morton St

---

<https://bloomington.in.gov/hand>  
 Housing Division (812) 349-3401

---

Bloomington, IN 47404

---

Rental Inspection (812) 349-3420  
 Fax (812) 349-3582

**Exterior:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e) (This item has a deadline of 15 September 2021)



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-87

Address: 516-518 S. Woodlawn Avenue

Petitioner: H3 Rentals/Heather Hales

Inspector: Jo Stong

Staff Report: June 18, 2021: Conducted cycle inspection  
 July 6, 2021: Mailed inspection report  
 August 31, 2021: Petitioner scheduled reinspection for September 16, 2021  
 September 13, 2021: Petitioner canceled reinspection, stated she would file for extension of time  
 September 14, 2021: Received appeal

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted, including exterior paint that was flaking and peeling. The petitioner is seeking an extension of time to complete the exterior painting, stating painter had been ill. The request is for an additional month.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: November 3, 2021 for all life-safety violations  
 November 20, 2021 for all other violation

Attachments: Cycle report with life-safety violations highlighted and complied violations noted, appeal



Application For Appeal To The Board of Housing Quality Appeals P.O. Box 100 Bloomington, IN 47402 812-349-3420 hand@bloomington.in.gov

RECEIVED SEP 14 2021

Property Address: 516-518 S Woodlawn, Bloomington, IN

BY: .....

Petitioner's Name: H3 Rentals Inc. / Heather Hales

Address: 800 W 6th St

City: Bloomington

State: Indiana



Zip Code: 47404

Phone Number: 8126063081

E-mail Address: heather@h3rentals.com

Owner's Name: Same

Address:

City:

State:



Zip Code:

Phone Number:

E-mail Address:

Occupants: Tenants

The following conditions must be found in each case in order for the Board to consider the request:

- 1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)



Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

Petition Number:

21-TV-37

JS

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

Need more time to complete scraping and painting areas on exterior. Current workman had surgery so we were short handed. One additional month should suffice.

Signature (Required): Heather Hales  
Name (Print): Heather Hales Date: 9/14/21

**Important information regarding this application format:**  
1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).  
2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



**City Of Bloomington**  
**Housing and Neighborhood Development**

RENTAL INSPECTION INFORMATION

H3 Rentals, Inc.  
P.O. Box 491  
Bloomington, IN 47402

RE: 518 S Woodlawn AVE

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than \_\_\_\_\_ to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420 and forms will be provided.**

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing & Neighborhood Development  
Encl: Inspection Report



**City Of Bloomington**  
**Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

2472

Owners

H3 Rentals, Inc.  
P.O. Box 491  
Bloomington, IN 47402

Prop. Location: 518 S Woodlawn AVE  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants; Bld 1: 2/2/3

Date Inspected: 06/18/2021  
Primary Heat Source: Gas  
Property Zoning: R3  
Number of Stories: 2

Inspector: Jo Stong  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1925.  
There were no requirements for emergency egress at the time of construction.

**INTERIOR:**

**Unit 516**

Entry, Living Room (12-6 x 11-9), Dining Room (11-6 x 8-9), Kitchen, Back (north) Porch:

No violations noted.

**BASEMENT**

No violations noted.

**2<sup>nd</sup> FLOOR**

Bathroom:

No violations noted.

Hall:

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Scrape and paint surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

---

City Hall  
Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

---

401 N Morton St  
<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

---

Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582

Northwest Bedroom (11-0 x 9-6):

Provide operating power to the smoke detector. IC 22-11-18-3.5

Existing Egress Window Measurements (double-hung):

Height: 28.5 inches  
Width: 24.5 inches  
Sill Height: 22 inches  
Openable Area: 4.85 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Northeast Bedroom (12-3 x 11-10):

Replace the missing smoke detector. IC22-11-18-3.5

Existing Egress Window Measurements (double-hung):

Height: 26 inches  
Width: 33 inches  
Sill Height: 21 inches  
Openable Area: 5.96 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Unit 518**

Living Room (11-10 x 11-8), Kitchen, Half Bath:

No violations noted.

Dining Room (16-0 x 12-8):

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

**BASEMENT (gas furnace here)**

See Other Requirements at the end of the report for required furnace documentation.

Laundry:

No violations noted.

**2<sup>nd</sup> FLOOR**

Bath:

No violations noted.

Southeast Bedroom (11-10 x 11-8):

Repair the door to latch properly. BMC 16.04.060(a)

Repair the south window to stay up. Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)

Existing Egress Window Measurements:

Height: 28 inches  
Width: 30.5 inches



Sill Height: 23 inches  
Openable Area: 5.93 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Southwest Bedroom (12-6 x 11-0):

~~Provide operating power to the smoke detector. IC 22-11-18-3.5~~

**Note:** Egress window measurements are the same as in the southeast bedroom.

**EXTERIOR:**

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)

Properly secure the step on the north side. BMC 16.04.050(a)

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)

**OTHER REQUIREMENTS:**

**Furnace Inspection Documentation**

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

|  |   |
|--|---|
| Desired level:                           | 0 parts per million (ppm)                     |
| Acceptable level in a living space:      | 9 ppm   |
| Maximum concentration for flue products: | 50ppm BMC 16.01.060(f), BMC 16.04.060(b), (c) |

**NOTE: This violation was complied on September 2, 2021**

**Inventory & Damages List**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)**

**NOTE: This violation was complied on September 2, 2021**

**When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)**

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals**  
**Staff Report: Petition for Relief from an Administrative Decision**

Meeting Date: October 20, 2021  
Petition Type: Relief from an administrative decision  
Variance Request: Relief from the requirement to register and inspect.  
Petition Number: 21-AA-88  
Address: 876 E Sherwood Hills Drive  
Petitioner: John & Leanne McCormick  
Inspector: John Hewett

Staff Report: June 22, 2017 Rental Permit issued- expires June 22, 2022  
September 13, 2021 Received appeal form and fee

This unit has a valid permit. The new owners have purchased it for their sons to live here during their time at IU. The paying tenants have moved out and their sons now live here with no roommates.

Staff recommendation: Grant the relief from administrative decision.

Conditions: This unit will be granted relief from the requirements of Title 16 for as long as the owner and tenant are unchanged from the current status. The property status will be checked yearly via occupancy affidavit. If this status changes, the requirements of Title 16 may be re-instated.

Compliance Deadline: none

Attachments: Appeal form



Application For Appeal To The Board of Housing Quality Appeals P.O. Box 100 Bloomington, IN 47402 812-349-3420 hand@bloomington.in.gov

Property Address: 876 East Sherwood Hills Drive, Bloomington, IN 47401

Petitioner's Name: John McCormick

Address: 631 Ellsworth St

City: Indianapolis

State: Indiana



Zip Code: 46202

Phone Number: 3178323352

E-mail Address: jmcormi@iupui.edu

Owner's Name: John and Leanne McCormick

Address: 631 Ellsworth St

City: Indianapolis

State: Indiana



Zip Code: 46202

Phone Number: 3178323352

E-mail Address: jmcormi@iupui.edu

Occupants: Ian McCormick Stuart McCormick

The following conditions must be found in each case in order for the Board to consider the request:

- 1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: Relief from an administrative decision. (Petition Type: AA)



Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that month's agenda!

(Will be assigned by BHQA)

Petition Number: 21-AA-88

JH

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

We bought this property in December 2019, at which time it was a rental.

We earned rent on it until August 2021, when the tenants moved out and possession of the property was taken by our two sons, who are students at IU (one a sophomore, one a junior).

They live there alone, they are not paying rent (to us or anyone else), and we would like the status of the property changed so that it is no longer considered a rental, and does not need to be inspected.

**Signature (Required):** \_\_\_\_\_

**Name (Print):** John McCormick

**Date:** \_\_\_\_\_

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

**Print Form**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-89  
Address: 760 S. Basswood Dr. Apt. B  
Petitioner: Laura Connaughton  
Inspector: Maria McCormick  
Staff Report: August 16, 2021 Completed Cycle Inspection  
September 21, 2021 Received BHQA Application

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted, a tenant violation in this unit was issued for housekeeping and hoarding issues. The petitioner is seeking an extension of time to complete this work cited in the Tenant Violation Report.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: November 7, 2021

Attachments: Tenant Violation Report; Cycle Report; BHQA Application

At



Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 760 S Basswood Drive, Apt B, Bloomington, IN 47403

Petitioner's Name: Laura Connaughton

Address: 760 S Basswood Drive, Apt B

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 4073690768

E-mail Address: itsqueenil@icloud.com

Owner's Name: Robert E. Lee

Address: 175 S Muessing Rd

City: Indianapolis

State: Indiana



Zip Code: 46229

Phone Number: 3172502038

E-mail Address: wert2600@comcast.net

Occupants: Laura Connaughton

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Identify the variance type that you are requesting from the following drop down menu:**

Variance Type: An extension of time to complete repairs. (Petition Type: TV)



Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

Petition Number: 21-TV-89

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

I am in receipt of a notice of tenant violations: BMC16.04.020(a)(3), FC 1030.3 and BMC 16.04.030.

I respectfully request a 45 day extension to take care of the above referenced violations. I am a 67 year old woman, living on my own. After downsizing twice I moved in 7 years ago with far to many things than were appropriate for my new space. Over time it has become increasingly cluttered, dirty and unkempt. Due to certain physical limitations, ready cash on hand and available help, I ask your kind consideration in granting me the additional time requested. I have come to realize I am a hoarder and need the assistance I need to turn this around. I am freeing up funds and working to hire professionals needed to remedy the violations. With hope, I will look forward to your determination.

Requested 09/21/2021

The e-form will not allow me to change the date below or add my signature. Please accept my written attestation as my signature. Please contact me as soon as possible, if this is unacceptable. I am unable to print a hard copy of this form. If necessary, would you please forward a copy of the form to my residence. My work schedule makes it difficult to come to City Hall to complete the form. Thank you.

Signature (Required): \_\_\_\_\_

Name (Print): Laura Connaughton Date: \_\_\_\_\_

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





City Of Bloomington  
Housing and Neighborhood Development

SEP 08 2021

Lee, Robert E.  
175 S. Muessing Rd.  
Indianapolis, IN 46229

RE:NOTICE OF TENANT VIOLATION INSPECTION

Dear Resident(s)

On 08/16/2021, a complaint inspection was performed at 760 S Basswood DR Apt. B. During the inspection violations of the Bloomington Housing Code were found. Enclosed is the inspection report which cites violations that are the responsibility of the resident(s) to correct. Please correct the violations within 14 days and contact this office no later than **SEP 22 2021** to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than 14 days to correct the violations, or if you want to appeal any violation, an appeal form can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact HAND at 812-349-3420 and a form will be provided.

Please remember, it is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection.

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report,

Xc: Hallmark Rentals & Mgmt. Inc.: 1205 N. Walnut St., Bloomington, IN 47404

Xc: Tenant – Laura Connaughton 760 S. Basswood Dr. Apt. B, Bloomington, IN 47404

---

City Hall

Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

401 N Morton St

<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

---

Bloomington, IN 47404

Rental Inspection (812) 349-3420  
Fax (812) 349-3582





**City Of Bloomington  
Housing and Neighborhood Development**

TENANT VIOLATION INSPECTION REPORT

7689

Owner(s)

Lee, Robert E.  
175 S. Muessing Rd.  
Indianapolis, IN 46229

Tenant(s)

Laura Connaughton  
760 S. Basswood Dr. Apt. B  
Bloomington, IN 47404

Agent

Hallmark Rentals & Mgmt. Inc.  
1205 N. Walnut St.  
Bloomington, IN 47404

Prop. Location: 760 S Basswood DR

Number of Units/Structures: 66/7

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 10/2/5, Bld 2: 10/2/5, Bld 3: 8/1/5, Bld 4: 8/1/5,  
Bld 5: 10/3/5, Bld 6: 10/2/5, Bld 7: 10/2/5

Date Inspected: 08/16/2021

Primary Heat Source: Electric

Property Zoning: RH

Number of Stories: 2

Landlord Has Affidavit: N/A

Inspector: Maria McCormick

Foundation Type: Basement

Attic Access: Yes

Accessory Structure: None

During an inspection for renewal of the Rental Occupancy Permit on this property, violations were noted that are the responsibility of the tenant(s) to correct. The violations must be corrected and re-inspected for compliance with the Residential Rental Unit and Lodging Establishment Inspection Program within 14 days of the date on which this notice was mailed. It is the responsibility of the tenant to contact this office to schedule the required re-inspection at 349-3420. Any questions can be addressed to the inspector at 349-3420.

Failure to comply with the requirements of this notice will result in this matter being forwarded to the City's Legal Department for legal action and fines under the provisions of Title 16 of the Bloomington Municipal Code.

Entire Unit –

Remove all items that are obstructing continuous access to egress areas. The minimum clear aisle width shall not be less than 36 inches. A means of egress shall be free from obstructions that would prevent its use. BMC 16.04.020(a)(3), FC 1030.3

The tenant of a residential rental unit is responsible for keeping the unit in a clean, sanitary and safe condition. Eliminate the strong odor of feces. BMC 16.04.030

|   |   |                                  |
|---|---|----------------------------------|
| City Hall   | 401 N Morton St   | Bloomington, IN 47404            |
| Email: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a> | <a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a> | Rental Inspection (812) 349-3420 |
| Neighborhood Division (812) 349-3421  | Housing Division (812) 349-3401   | Fax (812) 349-3582               |



**City Of Bloomington**  
**Housing and Neighborhood Development**

**SEP 08 2021**

**RENTAL INSPECTION INFORMATION**

Lee, Robert E.  
175 S. Muessing Rd.  
Indianapolis, IN 46229

RE: 760 S Basswood DR

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **NOV 07 2021** to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact HAND at 812-349-3420 and forms will be provided.

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,  
Housing & Neighborhood Development

Encl: Inspection Report,

Xc: Hallmark Rentals & Mgmt. Inc.: 1205 N. Walnut St., Bloomington, IN 47404

City Hall  
Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

401 N Morton St  
<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582

AA



**City Of Bloomington**  
**Housing and Neighborhood Development**

**CYCLE INSPECTION REPORT**

7689

**Owner(s):**

Lee, Robert E.  
175 S. Muessing Rd.  
Indianapolis, IN 46229

**Agent:**

Hallmark Rentals & Mgmt. Inc.  
1205 N. Walnut St.  
Bloomington, IN 47404

Prop. Location: 760 S Basswood DR

Number of Units/Structures: 66/7

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 10/2/5, Bld 2: 10/2/5, Bld 3: 8/1/5, Bld 4: 8/1/5,  
Bld 5: 10/3/5, Bld 6: 10/2/5, Bld 7: 10/2/5

Date Inspected: 08/16/2021  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2  
Landlord Has Affidavit: N/A

Inspector: C Chipman/M McCormick  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: None

**BUILDING 780:**

**Unit A, Unit B:**

No violations noted.

**Unit C:**

**Middle Bedroom**

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

**E Bathroom:**

Replace non-functioning or incorrectly wired GFCI receptacle(s), per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

**Unit D:**

**E Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5 (Not interconnected)

**Master Bathroom:**

Replace non-functioning or incorrectly wired GFCI receptacle(s), per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

**Unit E:**

No violations noted.

**Unit F:**

**Master Bathroom:**

Repair the peeling wall above the shower surround. BMC 16.04.060 (a)

**Master Bedroom:**

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

**Unit G:**

**Master Bedroom:**

Repair/replace the ceiling fan so that it functions as intended. BMC 16.04.060 (a)

**Unit H:**

No violations noted.

**Unit I:**

Secure the light in the hallway adjacent to the front door. BMC 16.04.060 (a)

**Unit J:**

**Front Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5 (Not interconnected)

**Hallway:**

Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5 (Not interconnected)

**Building 790:**

**Unit A:**

No violations noted.

**Unit B:**

**Kitchen:**

Repair the microwave handle to function as intended. BMC 16.04.060 (a)

**Unit C, Unit D, Unit E, Unit F, Unit G, Unit H, Unit I, Unit J:**

No violations noted.

**BUILDING 792:**

**Unit A:**

**Master Bathroom:**

Repair the sink faucet to function as intended. BMC 16.04.060 (a)

**Unit B:**

No violations noted.

**Unit C:**

**Master Bedroom:**

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

**Master Bathroom:**

Repair the toilet to function as intended. (Water running) BMC 16.04.060 (a)

**Unit D, Unit E, Unit F, Unit G, Unit H, Unit I, Unit J:**

No violations noted.

**BUILDING 760:**

**Unit A:**

No violations noted.

**Unit B:**

**Bedroom 1:**

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

**Master Bedroom:**

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

**Kitchen:**

Repair garbage disposal to function as intended. BMC 16.04.060(c)

**Unit C, Unit D, Unit E:**

No violations noted.

**Unit F:**

Repair/replace the sliding glass door handle so that it functions as intended. BMC 16.04.060 (a)

**Unit G:**

No violations noted.

**Unit H:**

**Deck:**

Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or within 10 feet of combustible construction.

Exceptions:

1. One & Two family dwellings
2. Where the buildings & decks are protected by an automatic sprinkler system

LP gas burners shall not be located on combustible balconies or within 10 feet of combustible construction.

Exception:

1. One and two family dwellings.
2. Where buildings, balconies, and decks are protected by an automatic sprinkler system.

Charcoal grills may be stored in these locations. Gas grills may be stored in these locations without the propane tank attached. (Propane tanks shall not be stored in the living space, garage or storage shed).

BMC 16.04.020(a)(3), Indiana Fire Code Sec. 308.3.1 & Sec. 308.3.1.1

**Unit I:**

No violations noted.

**Unit J:**

**Kitchen:**

Secure the base of the sink sprayer. BMC 16.04.060 (a)

**Dining Room:**

Repair the power to the wall receptacles. BMC 16.04.060 (b)

**BUILDING 762:**

**Unit A:**

No violations noted.

**Unit B:**

**Master Bathroom:**

Repair the wall above the shower surround. BMC 16.04.060 (a)

**Kitchen:**

Secure the base of the sink sprayer. BMC 16.04.060 (a)

**Unit C:**

No violations noted.

**Unit D:**

**Master Bathroom:**

Repair the toilet to function as intended. (Water running) BMC 16.04.060 (a)

**Unit E:**

No violations noted.

**Unit F:**

**Kitchen:**

Secure the base of the sink sprayer. BMC 16.04.060 (a)

**Unit G, Unit H, Unit I, Unit J:**

No violations noted.

**BUILDING 770:**

**Unit A:**

Repair the sink faucet to function as intended. (Diverter Valve) BMC 16.04.060 (a)

**Unit B, Unit C, Unit D, Unit E, Unit F, Unit G, Unit H:**

No violations noted.

**BUILDING 772:**

**Unit A, Unit B:**

No violations noted.

**Unit C:**

**Living Room:**

Repair/replace the sliding glass door handle to function as intended. BMC 16.04.060 (a)

**Unit D, Unit E, Unit F, Unit G, Unit H:**

No violations noted.

**EXTERIOR:**

**GENERAL STATEMENT:**

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)

Clean all dryer vents so that they function as intended. BMC 16.04.050 (b)

**BUILDING 772:**

Repair the siding and hole on the west side of the building. BMC 16.04.050 (a)

**BUILDING 760:**

Secure the loose shutter on the northeast corner of the building. BMC 16.04.050 (a)

**OTHER REQUIREMENTS**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-090

Address: 518 E 2<sup>nd</sup> St

Petitioner: John Simpson/Chickering Rentals

Inspector: Michael Arnold

Staff Report: June 03, 2021            Cycle Inspection  
                   June 28, 2021            Sent Report  
                   July 12, 2021            Reinspection Scheduled  
                   July 30, 2021            Reinspection Completed  
                   August 11, 2021        Sent Remaining Violations Report  
                   September 22, 2021    Received BHQA Application

During the Cycle Inspection it was noted that the detached garage roof needed repairs. Options were discussed at the reinspection and it was determined that an extension of time would be requested for completion of the repairs.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 20, 2021

Attachments: Remaining Violations Report, Application

X





Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

RECEIVED  
SEP 22 2021

Property Address: 518 E 2nd Street

Petitioner's Name: John Simpson / Chickering Rentals

Address: 214 N Rogers Street

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-349-1998 E-mail Address: info@chickeringrentals.com

Owner's Name: John Simpson

Address: same as above

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Occupants: 5

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: TV

Reminder:  
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that month's agenda!

(Will be assigned by BHQA)

Petition Number: 21-TV-90

In the space provided below, please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and/or alterations you are suggesting.
- C. Appeal from an administrative decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Request a variance. (Petition type: TV)
  - 1. Detail the existing variances.
  - 2. Specify the reason the variance is no longer needed.

We have submitted a request for demolition  
The demolition can be completed within  
ten business days. We are working to  
be in compliance with HANID.

- requesting 60 days to complete work
- tenants do not have access to this garage

Signature (Required):

Name (Print):

John Simpson

Date:

9/21/21

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





**City Of Bloomington**  
**Housing and Neighborhood Development**

REMAINING VIOLATION INSPECTION REPORT

**AUG 11 2021**

2566

Owner(s)

Chickering Rentals C/O Lyndsi Thompson  
 214 N Rogers St  
 Bloomington, IN 47404

Prop. Location: 518 E 2nd ST  
 Number of Units/Structures: 1/1  
 Units/Bedrooms/Max # of Occupants: Bld 1: 1/5/5

Date Inspected: 06/02/2021  
 Primary Heat Source: Gas  
 Property Zoning: RM  
 Number of Stories: 2  
 Landlord Has Affidavit: N/A

Inspector: Mike Arnold  
 Foundation Type: Basement  
 Attic Access: Yes  
 Accessory Structure: detached garage

**REINSPECTION REQUIRED**

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under BMC 16.10.040

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

City Hall

Email: [hnd@bloomington.in.gov](mailto:hnd@bloomington.in.gov)  
 Neighborhood Division (812) 349-3421

401 N Morton St

<https://bloomington.in.gov/hnd>  
 Housing Division (812) 349-3401

Bloomington, IN 47404

Rental Inspection (812) 349-3420  
 Fax (812) 349-3582

**Exterior:**

**Detached Garage:**

Repair the deteriorated portions of the roof. BMC 16.04.050(a)

**Other Requirements:**

**Furnace Inspection Documentation:**

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

|  |                           |
|--|---------------------------|
| Desired level:                                       | 0 parts per million (ppm) |
| Acceptable level in a living space:                  | 9 ppm                     |
| Maximum concentration for flue products:             | 50 ppm                    |
| BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b) |                           |

*C  
Stetzel  
via  
email*

**Inventory Damage List:**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)**

*C  
Stetzel  
via  
email*

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.03.030(c)

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: October 20<sup>th</sup>, 2021  
Petition Type: An extension of time to complete repairs.  
Petition Number: 21-TV-91  
Address: 1275 E. Short Street.  
Petitioner: Victor Varela  
Inspector: Kenny Liford  
Staff Report: May 26<sup>th</sup>, 2021 Completed Cycle Inspection Report  
August 25<sup>th</sup>, 2021 BHQA application received

The agent has requested an extension of time to complete repairs due to a delay in receiving parts to repair the overhead door in the garage. Agent also requests more time for the repair of the gas stove as it is a part of kitchen remodel.

Staff recommendation: Approve the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the deadline listed below.

Complete all repairs and schedule the re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: November 19<sup>th</sup>, 2021

Attachments: Cycle report, BHQA Appeal



**Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov**

**Property Address:** 1275 E Short St

**Petitioner's Name:** Victor Varela

**Address:** 900 S Ransom Ln

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47403

**Phone Number:** (812) 320-

**E-mail Address:** vvarela1980@gmail.com

**Owner's Name:** Naomi Posner-Horie

**Address:** 1321 Upland Drive, Suite 11634

**City:** Houston

**State:** Texas

**Zip Code:** 77403

**Phone Number:** 812-320-87

**E-mail Address:** nyph19@gmail.com

**Occupants:** 3

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Identify the variance type that you are requesting from the following drop down menu:**

**Variance Type:** An extension of time to complete repairs. (Petition Type: TV)

**Reminder:**

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

Petition Number: 21-TV-91

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

1. Extension to replaced garage overhead door. Contractor hasn't been able to install it, We purchased the door and the inspector will be able to see it when he comes back to inspect . We should be able to get it installed by the end of September.

2. Extension to repair gas stove. We are planning to remodel kitchen and buy new appliances. We also need an extension until the end of September.

Signature (Required):



Name (Print): Naomi Posner-Horie

Date: 8/24/21

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



**City Of Bloomington  
Housing and Neighborhood Development**

**JUN 10 2021**

RENTAL INSPECTION INFORMATION

Naomi Posner -Horie  
1321 Upland Drive, Ste 11634  
Houston, TX 77403

RE: 1275 E Short ST

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **AUG 09 2021** to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420 and forms will be provided.**

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing & Neighborhood Development  
Encl: Inspection Report,  
Xc: Varela Contractors: 900 S Ransom Lane, Bloomington, IN 47403

---

City Hall  
Email: [hnd@bloomington.in.gov](mailto:hnd@bloomington.in.gov)  
Neighborhood Division (812) 349-3421

---

401 N Morton St  
<https://bloomington.in.gov/hand>  
Housing Division (812) 349-3401

---

Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582





**City Of Bloomington  
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

3953

Owner(s)

Naomi Posner -Horie  
1321 Upland Drive, Ste 11634  
Houston, TX 77403

Agent

Varela Contractors  
900 S Ransom Lane  
Bloomington, IN 47403

Prop. Location: 1275 E Short ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/5/3

Date Inspected: 05/21/2021  
Primary Heat Source: Gas  
Property Zoning: R2  
Number of Stories:

Inspector: Kenneth Liford  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: None

The Monroe County Assessor's records indicate that this structure was built in 1991.  
Minimum egress requirements for a single family dwelling built at the time of construction.  
Openable area: 4.75 Sq. Ft.  
Clear height: 24 inches  
Clear width: 18 inches  
Sill height: Not more than 44 inches above finished floor.

**GENERAL STATEMENT:**

Egress window measurements for structure are as follows:

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1991

Height: 24 inches  
Width: 30.5 inches  
Sill Height: 27 inches  
Openable Area: 5.08 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

## INTERIOR

### MAIN LEVEL

Living Room (23-6 x 18), Dining Room (11-4 x 8-4), Pantry, Hallway, Closet, Attic, Hall bath  
No violations noted.

#### Kitchen (13 x 8-4)

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Replace non-functioning or incorrectly wired GFCI receptacle(s) to the right of the sink (**Wont trip**), per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Repair the range burners to light and function as intended. BMC 16.04.060(c)

Master Bedroom/Bath (16 x 11-9): See general statement.

No violations noted.

NW Bedroom (10-11 x 9-2): See general statement.

No violations noted.

NE Bedroom (12-5 x 11-5): See general statement.

No violations noted.

### Garage

Provide a complete and clear directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4

Eliminate all unused openings in the electric service panel by installing approved rigid knockout blanks. BMC 16.04.060(b)

Repair the overhead door to open and close and function as intended. BMC 16.04.060(a)

### BASEMENT

Stairway/Hallway, Furnace Closet, Family Room (16-10 x 12-6), Hall Bath, Laundry Room

No violations noted.

NW Bedroom (19 x 11): See general statement.

No violations noted.

SW Bedroom (17 x 17): Exit door for egress requirements.

No violations noted.

## EXTERIOR

No violations noted.

## OTHER REQUIREMENTS

### Furnace Inspection Documentation

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

|  |                           |
|--|---------------------------|
| Desired level:                                       | 0 parts per million (ppm) |
| Acceptable level in a living space:                  | 9 ppm                     |
| Maximum concentration for flue products:             | 50 ppm                    |
| BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b) |                           |

**Inventory Damage List**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)**

---

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

**This is the end of this report.**

